



JOB DESCRIPTION IB DP & MYP French Teacher

JOB TITLE: IB DP & MYP French Teacher

REPORTING TO: Head of Department, Languages

COLLABORATES WITH: Members of the Languages Department; fellow faculty; dorm parents; advisors; and staff members

PURPOSE OF THE JOB:

- To maintain and deliver the IBDP and MYP French curriculum, as well as the curriculum for any other courses assigned
- To create learning experiences that include outdoor activities and field work, making full use of Woodstock School's facilities as well as our Indian context and Himalayan environment
- Monitor student progress through effective assessment techniques
- In both pastoral and professional ways, to model Woodstock School's [Desired Learning Outcomes](#) by teaching in a way which [Elicits Greatness](#) and make decisions in accordance with our [Guiding Principles](#)

DUTIES AND RESPONSIBILITIES:

- Teach approximately 20 periods in a thirty-period week
- Ability and willingness to teach online and/or in a hybrid context, as necessary
- Develop, maintain, and continuously update existing unit plans and related documents
- Work collaboratively with members of the department and positively contribute to departmental tasks, such as policies, common assessments, instructional practices, grading practice etc.
- Embrace the department focus on student centered learning and critical thinking
- Encourage all students to be actively engaged in their own learning and in reviewing their progress against targets
- Encourage and foster intellectual curiosity
- Serve in a pastoral support capacity for student advisees, and as the point of contact between home, dorms, and school
- Consider the differing ability levels of students and differentiate work accordingly
- Set appropriate tasks and challenges according to the published timetable, and ensure that work is regularly evaluated, with constructive feedback
- Maintain accurate records of student progress in line with departmental and school policy
- Supervise study halls and student social activities during evenings and weekends according to the school's fair-share responsibilities
- Organize and run at least one extra - curricular [enrichment activity](#)

Teachers at Woodstock School are expected to:

- Chaperone student travel at the end or beginning of each semester
- Participate in orientation and professional development days at the beginning and end of each semester



Woodstock School

- Chaperone or lead field trips during [Activity Week](#)
- Plan and provide teaching and learning classes and activities appropriate to the needs of our international student body and in conformity with the Woodstock School curriculum, preferred teaching strategies, and classroom environment guidelines
- Contribute to the enrichment activities that are an essential part of learning in an international boarding school
- Accept and support Woodstock School's inclusive [Religious Life Policy](#)
- Contribute to school committees and staff meetings
- Participate in the life and work of the Woodstock School community
- Participate in annual evaluation and professional growth, taking full advantage of professional development opportunities

SKILLS AND QUALIFICATIONS REQUIRED:

- A Bachelor's / Master's degree from an accredited institution in the related field
- Valid Certification(s)/ Teaching License
- University level understanding of all content to be taught
- A minimum of 3 years of experience in teaching IB DP and MYP French courses.
- At least 3-5 years' full-time teaching experience in the relevant subject area
- Fluency and accuracy in written and spoken English
- Computer skills at a level that permits the creative and effective use of technology in the classroom
- Proven ability to work effectively in a team, preferably involving both national and international staff

PREFERRED QUALITIES AND QUALIFICATIONS:

- International experience in a multi-cultural environment
- A record of successful student achievement results in the International Baccalaureate Diploma Programme and Middle Years Programme. Experience teaching IB DP and MYP is preferred
- At least three years of experience in a comparable international school
- Knowledge of ManageBac or any similar Learning Management System
- Knowledge of Assess-prep and MYP e-assessment
- A record of successful engagement with students in a distance learning and hybrid learning context. Woodstock School's approach is to appropriately use ManageBac, Loom, Padlet, Zoom, Office, GoogleDocs, EdPuzzle, Exam.net, and AssessPrep

APPLICATION DEADLINE: 31 December 2021

HIRING PROCESS:

- Interested applicants should apply through <https://my.hirehive.io/woodstock-school>
- Shortlisted candidates will be interviewed by the hiring committee via Skype/Zoom

JOINING DATE: 1 July 2022